

## Records Requests

Accident Reports	\$5.00 up to six pages - .50 for each additional page
Incident Reports	\$1.00 per page
Other Records	.50 per page
Domestic Violence	No Charge
Video/Audio Tapes	\$25.00
Photographs	\$5.00
Bad Check Fee	\$25.00
Fingerprints	\$10.00

All requests for records must be in writing and paid with a personal check or money order made payable to the Town of Spencer. Search and segregation costs shall be assessed for large and time consuming requests.

You will be contacted by phone when your request is completed. You will be informed of the cost for the records at this time.

Requests shall be completed within 10 days unless otherwise agreed upon.

No cash will be accepted